



COMMISSION QUARTERLY MEETING

April 27, 2011
Buffalo Yacht Club
10:00am-1:00pm
Buffalo, NY

MINUTES

Call to Order/Opening Remarks

Commission Chair Judy Schmidt-Dean called the meeting to order at 10:05 a.m. She welcomed Mark Peckham from NYS OPRHP, John Callaghan from NYS Canal Corporation, and Bob Skerker and Catherine Schweitzer from National Preservation Conference. Lunch will be available after the Commission meeting and then a Heritage Fund Board meeting will take place from 2:00pm-4:00pm.

Chair Schmidt-Dean thanked Thomas Blanchard for hosting this event at the Buffalo Yacht Club. Mr. Blanchard gave an overview of the Club's history. He welcomed John Montague and Roger Allen from the Buffalo Maritime Center as well as James Catalano from Excalibur Leisure Skills Center, Inc. Both organizations will give a presentation following the Commission meeting.

Attendance

Attendance was recorded and a quorum present. The attendance sheet is attached to and made a part of these Minutes.

Presentations

Steven P. Ranalli, P.E., Senior Project Manager for Erie Canal Harbor Development Corporation, presented on the Canal Side Development Project. A copy of the presentation is made a part and attached to these Minutes.

Bob Skerker and Catherine Schweitzer, Co-Chairs of the National Preservation Conference, informed the Commission of the upcoming conference in Buffalo on October 19-22, 2011. The theme for this year's conference is Alternating Currents. There will be 40 field sessions and 100 education sessions. Early bird registration timeframe is June 1 – July 1.

Oath of Office

Executive Director Sciumeca, Executive Director, administered the National Park Service Oath of Office to Norval "Chip" Pratt, appointed Commissioner to the Erie Canalway National Heritage Corridor.

Approval of Meeting Minutes

Secretary Alan Vincent called for additions or corrections to the minutes from the meeting on January 26, 2011 (*available online at www.eriecanalway.org*). A motion was made by Commissioner Brown to approve the Minutes as presented, seconded by Commissioner Shibley and approved unanimously. A copy of the approved January 26, 2011 Minutes is attached to and made a part of these Minutes.

2010 Budget Report

Treasurer Peter Welsby presented the budget report for the period ending March 31, 2011. He noted that national heritage areas received a \$36,000 reduction in the FY 2011 federal budget that was just recently

passed. The National Park Service may distribute differently than in the past. The following overview of the budget report was given:

- 47% of personnel services have been expended
- 13% of programmatic funds have been expended

Executive Director Sciumeca noted that a portion of programmatic funds has been reallocated to salaries on the Parks and Trails New York agreement.

A motion was made by Commissioner Wiles to approve the budget as presented, seconded by Commissioner Daly and approved unanimously. A copy of the Budget Report ending March 31, 2011 is attached to and made a part of these Minutes.

Auditor

Treasurer Welsby noted that Mark Hettler, our auditor, has changed organizations and now works through Testone, Marshall and Discenza, LLP, a Syracuse accounting firm.

Petty Cash Fund

Treasurer Peter Welsby updated there was \$60.45 in the petty cash fund at last meeting and now there is \$196.04. This will be used for the Heritage Award Ceremony at the next meeting. Commissioners are encouraged to donate toward this fund.

Strategic Planning

Commissioner Shibley noted that the Commission approved the strategic plan at the January 26, 2011 meeting but it has been revised to include a more in depth and detailed prioritization of projects and a broader base with public and private involvement. The Commission reviewed 4 strategic plan documents which include a summary overview, prioritization criteria, a 6 month fundraising goals and strategies addendum and a strategic plan.

A motion was made by Commissioner Brown to approve the 4 strategic plan documents identified above as presented, seconded by Commissioner Vincent and approved unanimously.

Work Plan

Executive Director Sciumeca noted that the strategic plan will be used to adjust the 2011 work plan as needed and help drive the development of the 2012 work plan.

Heritage Fund Update

Thomas Blanchard, Chairman of the Heritage Fund, gave an overview of the activities of the Heritage Fund as follows:

- Board of Directors met on April 21, 2011 and elected Kent Barwick and Ken Patton to the Heritage Fund Board of Directors.
- Chairman Blanchard has met with Wendt and Oishei Foundations regarding guidance on approaching organizations for potential board candidates.
- Chairman Blanchard has asked M&T and Gregg Lewis Foundations for a board recommendation.

Committee Reports

Heritage Tourism/Recreation & Interpretation Committee

Commissioner Daly presented a summary of the activities of the Heritage Tourism/Recreation & Interpretation Committee as follows:

- Oral history videos and the Arts Guide are on our website.
- 35-40 signage and identity signs are will be created through the remaining funds from the Federal Highways funding
- 26 applications received for the 2011 Events and Festival Sponsorship program
- Map & Guide for 2011 is in development
- Heritage Weekend is May 14-15

Historic, Environmental & Cultural Resources Committee

Sharon Leighton presented a summary of the activities of the Historic, Environmental & Cultural Resources Committee as follows:

- The Partner Program Professional Development Grant Program was released in mid-April and 1 application has been received to date.
- The jury has narrowed down the Heritage Award of Excellence Program to three finalists: Buffalo Zoo Delta Sonic, Verona Beach Lighthouse and Nine Mile Creek Aqueduct Camillus Canal Park.
- The schedule for the Barge Canal nomination is moving forward and Director Stratton and Canal Corp are excited about the culmination of this. Commissioner Brown recognized Carmella Mantello for moving this project forward as it will be a seminal achievement as the largest historical district in New York.
Erie Canalway National Heritage Corridor has been selected for a field session at the National Trust Conference in Buffalo. The session is in partnership with Bill Andrews, Chair of the Brockport Historic Preservation. A "dry run" with NTHP staff is planned for next week.
- Partner Program has 24 sites which we are working with to blend in the Erie Canal story through signs. Each site will choose one of three themes: adventure, discover, or expect. Signs are targeted to be in place this summer.

Economic Revitalization Committee

Commissioner Brown presented a summary of the activities of the Economic Revitalization Committee as follows:

- Arts Guide is on the website.
- Progress is being made on the Pilot Grants Program. Tom Grasso, on behalf of the Canal Society of New York, is presenting a lecture at Port Byron site. Valley Community Association has completed the interpretive panel drafts which will be ready for River Fest in June. Village of Jordan has completed drafts of their route markers and map.
- Conference call held with SUNY-ESF Landscape Architecture Department regarding opportunities for collaboration.
- Trail Community Connections Pilot Project – Little Falls was selected as the community however there is a problem with coming up with the required match.
- Committee is holding on its interest in approaching the Regional Economic Councils to request for participation. This may be our opportunity to reach out to others and identify potential development sites to attract investment. He noted that Hannah Blake has followed up with Martha Frey from Longhall Properties LLC, on The Pottery Project presented at the January meeting.

Commission Development Committee

Executive Director Sciumeca presented on behalf of Pieter Smeenk, Committee Chair a summary of the activities of the Commission Development Committee as follows:

- Nominations of Officers are due by April 30, 2011 to Committee Chair Pieter Smeenk.
- Employee Conflict of Interest Disclosure was reviewed again based on the recommendations of the Commission at the June 30, 2010 meeting. All recommendations were addressed. Revisions were reviewed by our auditor, Mark Hettler.

- There are eight commission vacancies right now. It would be great to have more diversity in gender and skills. Executive Director Sciumeca is working with the Appointment and Governor's offices.

A motion was made by Commissioner Brown to approve the Conflict of Interest Disclosure Policy for Employees as presented, seconded by Commissioner Daly and unanimously approved. A copy of the Conflict of Interest Disclosure Policy for Employees is attached to and made a part of these Minutes.

Executive Director and Staff Report

Executive Director Sciumeca gave an overview of the Executive Director and Staff report as follows:

- FY 2011 Appropriations – still no information on budget amount.
- Congressional meetings in Washington DC were well received.
- NHA legislation – The Co-chairs of NHA Caucus asked National Park Service to draft legislation. Congressman Tonko has reached out to ECNHC before its release for comments.
- Mighty Waters Conference – Staff is participating in planning efforts. Conference is planned for June 8th at RPI. Congressman Tonko is focusing on the 21st district however realizing this is larger than one district and it could evolve on a larger scale.

New Business

- Commissioner Shibley noted that the electronic financial disclosure process does not allow for uploading of documents. He is submitting hardcopy to Richard Grant, Deputy Ethics Counselor. Commissioner Daly noted that she placed many calls to Mr. Grant as she was having submission problems. He was very nice and worked with her to resolve her issues.
- Peter Wiles noted that Mid-Lakes Navigation sold a canal boat to a gentleman who converted it to run on solar power. The gentleman has set out from New York heading toward Canada and around the Great Loop by Erie Canal boat.
- Erie Canal Museum has been re-accredited for the third time.
- Thomas Blanchard introduced John Montague and Roger Allen of the Buffalo Maritime Center. They presented plans to build a canal packet boat for the inner harbor. They asked the Commission to encourage Erie Canal Harbor Development Corporation to include more historic and cultural involvement on the site and recommended an Erie Canal interpretation story be told.

Public Comment

There was no public present at the meeting for public comment.

Wrap-up and Adjourn

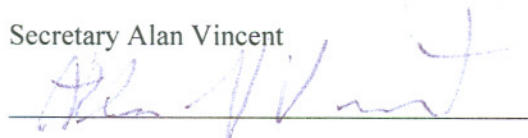
A motion was made by Commissioner Shibley and seconded by Commissioner Vincent to adjourn the meeting.

Prepared by: Diane Jennings

Date: 05/20/2011

Submitted by: Secretary Alan Vincent

Signed:



Date: 4/29/11

**Quarterly Commission Meeting
Buffalo Yacht Club
Buffalo, NY
April 27, 2011**

ATTENDANCE

ECNHC Commission Members

Judith Schmidt-Dean, Chair
Russell Andrews, Vice Chair
Alan Vincent, Secretary
Peter Welsby, Treasurer
Clinton Brown
Victoria Daly
Chip Pratt
Robert Shibley
Pieter W. Smeenk
Stuart Stein
Peter Wiles, Jr.

Proxies held for absent Commission members (as needed)

Proxy held by Judith Schmidt-Dean for Carol Greenough

Liaisons to the Commission

Sharon Leighton, NYS Canal Corp.
Mark Peckham, NYS OPRHP
Robert Elliott, Non-Voting Advisor

Guests

Bob Daly, Village of Palmyra
Thomas Blanchard, Heritage Fund Chair
John Callaghan, NYS Canal Corp.
John Bryan, NYS Thruway Authority
Bob Skerker, National Preservation Conference
Catherine Schweitzer, National Preservation Conference
Steve Ranalli, Erie Canal Harbor Development Corp.
John Montague, Buffalo Maritime Center
Roger Allen, Buffalo Maritime Center

ECNHC Staff

Diane Jennings
Andy Kitzmann
Jean Mackay
Beth Sciumeca